

**EUDORA CITY COMMISSION  
MEETING AGENDA  
February 24, 2020  
Eudora City Office  
4 East 7<sup>th</sup> Street Eudora, Kansas  
7:00 P.M.**

**Mayor: Tim Reazin**

**Vice Mayor: Ruth Hughs**

**City Commissioners: Jolene Born, Roberta Lehmann & Tim Bruce**

- I. CALL TO ORDER      Roll Call      Pledge of Allegiance**
- II. CHANGES OR ADDITIONS TO AGENDA – Approve agenda**
- III. CONSENT ITEMS:**
  - A. Consider minutes of February 10, 2020 Eudora City Commission meeting**
  - B. Consider warrants against the City of Eudora**

**PUBLIC COMMENTS:** Please state name and address prior to addressing the Governing Body.  
Public comments are limited to 5 minutes per speaker.

- IV. BUSINESS ITEMS:**
  - A. Consider Presentation from Ms. Andrews' 7<sup>th</sup> grade class**
  - B. Consider Ordinance 1106 approving the master capital improvement plan including Nottingham site and infrastructure project**
  - C. Consider Ordinance 1107 text amendment to the Zoning Regulations**
  - D. Consider Resolution 2020-02 Facilities Naming & Donation Policies**
  - E. Consider purchase of digger truck for Public Works**
  - F. Consider appointment of Amy Durkin to the Eudora Library Board**
- V. Mayor & City Commission comments**
- VI. City Manager & staff comments**
- VII. WORK SESSION:**
  - A. Capital Improvement Plan: Public Works and Parks & Recreation**
- VIII. EXECUTIVE SESSION:**
  - A. Non-elected personnel**
- IX. Adjournment**

*As a courtesy, please silence all cell phones while the City Commission meeting is in session.*

Eudora City Commission Meeting  
City Hall – 4 E. 7<sup>th</sup> Street  
Eudora, Kansas  
February 10, 2020  
7:00 pm

Call to Order

Mayor Tim Reazin

Vice Mayor Ruth Hughs

Commissioner Jolene Born

Commissioner Roberta Lehmann

Commissioner Tim Bruce

Quorum noted.

Pledge of Allegiance was recited.

Changes or additions to agenda

Mayor Reazin requested the Executive Session be removed from the agenda.

**Commissioner Bruce moved the City Commission approve the agenda with the noted change**, motion seconded by Commissioner Born, all ayes, motion carried, 5-0.

Consent agenda items

- A. Consider minutes of January 27, 2020 Eudora City Commission meeting
- B. Consider warrants against the City of Eudora
- C. Consider January Police Department report
- D. Consider January Fire Department report
- E. Consider 4<sup>th</sup> Quarter Treasurer's report

**Mayor Reazin moved the City Commission approve the consent items**, motion seconded by Commissioner Bruce, all ayes, motion carried, 5-0.

Public comments

Public comments were invited and none were heard. Laura Rosenberger signed the public comment sign in sheet but didn't address the Commission.

Business Items

- A.** Consider Ordinance 1105 granting to Kansas Fiber Network, LLC a franchise contract

Staff and representatives from Kansas Fiber Network have been in conversation regarding a franchise agreement to allow construction of fiber optic infrastructure. The agreement amount is not a percentage of sales like most franchise fees but an annual fee of \$4,000 for the use of the city's right of way. If in the future, KFN acquires customers in the city limits of Eudora, the city will be able to capture a percentage of gross receipts.

**Commissioner Born moved the City Commission approve Ordinance 1105 granting Kansas Fiber Network, LLC a contract franchise to construct, operate and maintain a telecommunications system, and an internet system in the public right-of-way in the City of Eudora and authorize the Mayor to execute the franchise contract**, motion seconded by Commissioner Hughs, all ayes, motion carried, 5-0.

Mayor and City Commission Comments

**Mayor Reazin** commented 809 citizens had responded to the Comprehensive Plan update survey. The date to participate in the survey has been extended until Friday. The Mayor thanked Fire Department, Police Department and Public Works for working to contain the grass fires. He appreciated all the help from other Fire Departments.

**Commissioner Bruce** – No comment.

**Commissioner Hughs** was pleased with the outcome of the townhall meeting. Planning Consultant Dave Knopick and Assistant City Manager Leslie Herring did an excellent job.

**Commissioner Born** – No comment.

**Commissioner Lehmann** – No comment.

City Manager and Staff Comments

**City Manager Barack Matite** – No comment.

**Assistant City Manager Leslie Herring** and Commissioner Bruce attended an Economical Development Outlook conference on Thursday that was very interesting. She thanked the Eudorathimes for doing a story on the Comprehensive Plan update. The response rate was incredible. Two focus groups met this week and three will meet next week. She thanked citizens for attending these meetings. The Comprehensive Plan will be ready for Commission review hopefully sometime in April or May. Parks & Recreation Director Pennington and Asst. Director Jimmy Kegin will attend the Kansas Recreation & Parks Association conference Monday, Tuesday and Wednesday. The Bluejacket Trail project has been delayed while the state Historical Society checks it out for possibly archeologically interesting items. Herring and Museum Director Ben Terwilliger will meet with an archaeologist on Thursday for a core of the dirt and a soil sample. Staff will travel to Wichita to present the Lucy Kaegi Trail project to the Kansas Department of Wildlife, Parks and Tourism with whom the city has submitted a grant application. Herring requested the Commissioners to update their bios on the city website.

**Director of Public Works Branden Boyd** commented the brush dump was open and there were eight total loads of debris brought to the facility. The grading and seeding will be finished at the Nottingham site this week.

**Police Chief Wes Lovett** – No comment.

**Fire Chief Ken Keiter** commented the nine new volunteers are going through the hiring process and he hopes to have them on board by February 29 which is when the fire academy begins. Chief Keiter reports he is receiving good applications for the open position of Assistant Fire Chief. Once the deadline of the February 18<sup>th</sup> passes, he will review all the applications and narrow it down to six and begin scheduling interviews. The new EMS unit is in service.

**Parks & Recreation Director Sally Pennington** – No comment.

**City Clerk Pam Schmeck** commented staff met with Renee Rhoades, KMIT Risk Manager, last week to inspect city buildings for safety concerns. We toured the Public Safety Building, a few Public Works buildings and the Recreation Center. A few safety concerns were noted. Copies of the report will be distributed to Department Heads for review.

**Mayor Reazin moved to adjourn**, motion seconded by Commissioner Bruce, all ayes, motion carried, 5-0.

Meeting adjourned at 7:20 pm.

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Tim Reazin, Mayor

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Pam Schmeck, City Clerk



## Agenda Statement

**To:** Mayor and City Commissioners  
**From:** Barack Matite, City Manager  
**Date:** Monday, February 24, 2020  
**Re:** Presentation from Ms. Andrews' 7<sup>th</sup> Grade Class

### Background

Ms. Cynthia Andrews' seventh grade students are embarking on various experiential projects. During a class visit to offer thoughts on how best to navigate an access-related project that the students are currently working on, staff extended an invitation to the students to come and present their project before the City Commission.

Although their project is still at the conceptual stage, the students are excited to come before you to share what they are working on.

**Budget Impact – N/A**

**City Manager Approval – N/A**

**Recommended Commission Action – N/A**



## Agenda Statement

**Date:** Monday, February 24, 2020  
**To:** Mayor and City Commissioners  
**From:** Barack Matite, City Manager  
**Re:** Consider Ordinance 1106

### Background

Over the past couple of months, city staff has been working with the Nottingham development team to redevelop and market the property acquired from the Eudora School District for economic development purposes. Staff has had several discussions with the Commission related to this project and brought forth agreements and contracts for consideration and approval including a pad sale agreement with Casey's General Stores, Inc.

As part of the agreement with Casey's General Stores and the City's overall development objective, the City must undertake certain public infrastructure improvements. It is understood that in order to accomplish these improvements and meet certain obligations, the City must take out interim financing to pay for the infrastructure work. The first Commission action in the financing process is the approval of an ordinance approving the public improvements.

Attached to this agenda statement is Ordinance 1106 that approves the 2020-2024 master plan capital improvement plan including the infrastructure and site work projects that are part of the City's Nottingham redevelopment efforts. The project scope is still being refined; the final project cost will be adjusted and included when the City Commission acts to formally issue the bonds.

The City's bond counsel will be at the meeting to answer any questions you may have regarding the ordinance.

**Budget Impact - N/A**

**City Manager Approval - N/A**

### Recommended Commission Action

*Suggested motion:* I move the City Commission approve Ordinance 1106 approving the 2020-2024 master capital improvement plan including certain infrastructure and site work projects and the financing and authorize the Mayor to sign the Ordinance.

**EXCERPT OF MINUTES OF A MEETING  
OF THE GOVERNING BODY OF THE  
CITY OF EUDORA, KANSAS  
HELD ON FEBRUARY 24, 2020**

The City Commission (the "Governing Body") met in regular session at the usual meeting place in the City, at 7:00 p.m., the following members being present and participating, to-wit:

\_\_\_\_\_

Absent: \_\_\_\_\_

The Mayor declared that a quorum was present and called the meeting to order.

\* \* \* \* \*

(Other Proceedings)

Commissioner \_\_\_\_\_ presented and moved the passage of an Ordinance entitled:

**A HOME RULE ORDINANCE OF THE CITY OF EUDORA, KANSAS,  
APPROVING THE 2020–2024 MASTER CAPITAL IMPROVEMENT PLAN FOR  
THE CITY, INCLUDING PLANS FOR CERTAIN INFRASTRUCTURE AND SITE  
WORK PROJECTS AND THE FINANCING THEREOF.**

Commissioner \_\_\_\_\_ seconded the motion to pass the Ordinance. Thereupon, the Ordinance was read and considered, and, the question being put to a roll call vote, the vote thereon was as follows:

Aye: \_\_\_\_\_.

Nay: \_\_\_\_\_.

The Mayor declared the Ordinance duly passed by the Governing Body and the City Clerk designated the same Ordinance 1106, was signed and approved by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

\* \* \* \* \*

(Other Proceedings)

## **CERTIFICATE**

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the Governing Body of the City of Eudora, Kansas, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

(SEAL)

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Pam Schmeck, City Clerk

## **ORDINANCE 1106**

### **A HOME RULE ORDINANCE OF THE CITY OF EUDORA, KANSAS, APPROVING THE 2020–2024 MASTER CAPITAL IMPROVEMENT PLAN FOR THE CITY, INCLUDING PLANS FOR CERTAIN INFRASTRUCTURE AND SITE WORK PROJECTS AND THE FINANCING THEREOF.**

**WHEREAS**, Article 12, Section 5 of the Constitution of the State of Kansas (the “Act”), provides that cities may exercise certain home rule powers, including passing charter ordinances which exempt such cities from non-uniform enactments of the Kansas Legislature, and that such powers and authority granted to cities by the Act shall be liberally construed for the purpose of giving to cities the largest measure of self-government; and

**WHEREAS**, the City of Eudora, Kansas (the “City”) is a city, as defined in the Act, duly created and organized, under the laws of the State of Kansas; and

**WHEREAS**, K.S.A. 14-570 and K.S.A. 14-571 are part of an enactment of the Kansas Legislature (K.S.A. 14-570 *et seq.*) relating to public improvements and the issuance of bonds for such purposes, which enactment is applicable to the City, but is not uniformly applicable to all cities within the State of Kansas; and

**WHEREAS**, pursuant to Charter Ordinance No. 16 passed on March 28, 2016 (the “Charter Ordinance”) by at least a two-thirds vote of the City Commission (the “Governing Body”), the City exempted itself from the provisions of K.S.A. 14-570 and 14-571 and provided for substitute and additional provisions thereof; and

**WHEREAS**, pursuant to the Charter Ordinance, a master capital improvements plan has been submitted to the City Commission (the “Master Plan”), including provision for certain infrastructure and site work improvements for the Nottingham Development within the boundaries of the City, shown herein and in **Exhibit A** attached hereto (collectively, the “Project”); and

**WHEREAS**, the Governing Body has reviewed the Master Plan; and

**WHEREAS**, there is no enactment of the Kansas Legislature which prohibits the City from issuing general obligation bonds or notes to finance the Project for purposes of economic development; and

**WHEREAS**, the Governing Body hereby finds that pursuant to and in furtherance of the purposes of the Act, it is in the interest of the public health, safety and welfare of the City to authorize the issuance of general obligation temporary notes and/or bonds for the purpose of financing a portion of the cost of the Project for economic development purposes.

**THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EUDORA, KANSAS, AS FOLLOWS:**

**Section 1. Approval of the Master Plan.** The Governing Body hereby approves the Master Plan, a copy of which is attached hereto as **Exhibit A**.

**Section 2. Economic Development.** The Governing Body hereby finds and determines that the Project will stimulate and foster economic development in the City and its environs in order to enhance and provide for the general and economic development and welfare of the City and its citizens.

**Section 3. Financing.** Pursuant to the Act and the Charter Ordinance, the Governing Body approves the issuance of general obligation bonds in a principal amount not to exceed the amounts set forth in the Master Plan for the projects described therein, plus costs of issuance and interest on any temporary financing.

**Section 4. Reimbursement.** The City expects to make capital expenditures on and after the date of passage of this Ordinance in connection with the Project and intends to reimburse itself for such expenditures with the proceeds of one or more series of general obligation bonds and temporary notes of the City in the following estimated maximum principal amounts, plus costs of issuance and interest on any temporary financing:

<u>Project</u>	<u>Estimated Cost</u>
Nottingham Site Work and Infrastructure	\$4,000,000

**Section 5. Further Authority.** The City shall, and the officials and agents of the City are hereby authorized and directed to, take such actions, expend such funds and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Ordinance.

**Section 6. Effective Date.** This Ordinance shall be effective from and after final passage by the Governing Body, approval and signature by the Mayor and publication (or a summary thereof) once in the official City newspaper.

**PASSED** by the Governing Body on February 24, 2020 and **APPROVED AND SIGNED** by the Mayor.

(SEAL)

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Tim Reazin, Mayor

ATTEST:

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Pam Schmeck, City Clerk

**EXHIBIT A**  
**MASTER PLAN**

City of Eudora, Kansas  
*Capital Improvement Plan*

2020 thru 2024

**PROJECTS BY DEPARTMENT**

Department	Project #	2020	2021	2022	2023	2024	Total
<b>Administration Department</b>							
New City Hall Building	ADYR.TBD				1		1
Benchmarking & Organizational Mgt. Study	ADYR.TBD1				31,790		31,790
Entry Sign #3 (5th & Main St.)	ADYR.TBD2				35,000		35,000
<b>Administration Department Total</b>					<b>66,791</b>		<b>66,791</b>
<b>Aquatic Department</b>							
Pool Climbing Wall Addition	AQ20.19	8,030					8,030
Pool - (leak repair, resurface, caulk, paint)	AQ20.20	1					1
<b>Aquatic Department Total</b>		<b>8,031</b>					<b>8,031</b>
<b>Fire Department</b>							
Fire Hoses and Nozzles+C24	FD16.15	7,156					7,156
SCBA, Bottle, Mask & Scott 4500, Carbon Cyl. (18)	FD16.28	61,229					61,229
EMS Response Vehicle	FD20.22	54,242					54,242
Forcible-Entry Door System (training)	FD20.24				7,050		7,050
Vehicle Radio (10) & Portable Radio (28)	FD21.TBD		31,000	58,765	58,765		148,530
Brush Truck - Fire	FD22.TBD			104,950			104,950
SUV - Assistant Fire Chief	FD23.TBD				50,520		50,520
<b>Fire Department Total</b>		<b>122,627</b>	<b>31,000</b>	<b>163,715</b>	<b>116,335</b>		<b>433,677</b>
<b>Parks/Recreation Department</b>							
Bluejacket Trail Extension Phase II	PR20.01	443,508					443,508
Abraham Still Park Improvements	PR20.26	1					1
P&R Chevy Colorado Truck	PR21.01		27,500				27,500
South Sports Complex	PR21.TBD	150,000	100,000				250,000
Community Room Wall Divider	PR23.TBD				16,000		16,000
A/C Unit Replacement	PR23.TBD1				45,000		45,000
West Sports Complex Improvements	PR23.TBD2				1		1
Tennis Courts	PR24.TBD1					145,000	145,000
Pilla Park Improvements	PR24.TBD2				1		1
CPA Park Improvements	PR24.TBD3					1	1
Sidewalk and Trail Improvements	PRYR.TBD	100,000	100,000	100,000	100,000		400,000
<b>Parks/Recreation Department Total</b>		<b>693,509</b>	<b>227,500</b>	<b>100,000</b>	<b>161,002</b>	<b>145,001</b>	<b>1,327,012</b>
<b>Police Department</b>							
Live Data Storage & Backup	PD20.29	5,000					5,000
Police Patrol Ford Explorer	PD21.01		44,500				44,500
<b>Police Department Total</b>		<b>5,000</b>	<b>44,500</b>				<b>49,500</b>
<b>Public Works</b>							
John Deere 324L - 4WD Loader	PW20.11	81,500					81,500

*Thursday, February 20, 2020*

Department	Project #	2020	2021	2022	2023	2024	Total
Single Drum Roller Compactor	PW20.12	26,000					26,000
Bradco 24" Milling Head	PW20.13	19,000					19,000
Nottingham Site Work & Infrastructure	PW2045	4,000,000					4,000,000
Snow Plow & Spreader	PW21.03		11,402				11,402
John Deere XUV835M UTV	PW21.04		25,819				25,819
Asset Management Software	PW23.01				27,000		27,000
Street Sweeper - Ravo 5 iSeries	PW23.TBD				225,000		225,000
Cemetery Fencing	PWYR.TBD					1	1
Cemetery Entrance Signs	PWYR.TBD1				1		1
Cemetery Software	PWYR.TBD2				17,320		17,320
Brush Dump Trench Burner	PWYR.TBD3				41,947		41,947
Public Works Office Expansion	PWYR.TBD4				104,445		104,445
Public Works Office Work Stations	PWYR.TBD5				35,310		35,310
Vac-Truck	PWYR.TBD6				140,000		140,000
Trailer Mount Vac-Machine	PWYR.TBD7				70,000		70,000
New Public Works Facility	PWYR.TBD8				4		4
<b>Public Works Total</b>		<b>4,126,500</b>	<b>37,221</b>		<b>661,027</b>	<b>1</b>	<b>4,824,749</b>

### Public Works - Electric

Hunters Ridge Phase I	EL20.08		31,392				31,392
Hunters Ridge Phase III	EL20.09	91,309					91,309
Altec 55' Digger Truck	EL20.30		327,000				327,000
HP Pelzer Loop Feed Phase I	EL21.06		74,031				74,031
HP Pelzer Loop Feed Phase II	EL21.07		23,454				23,454
HP Pelzer Loop Feed Phase III	EL21.08		54,091				54,091
HP Pelzer Loop Phase IV	EL21.09		15,678				15,678
206 Altec Bucket Truck	EL21.10		226,000				226,000
Winchester Substation Circuit	EL21.11		45,179				45,179
Downtown Circuit Wire Phase I	EL21.12		32,637				32,637
Downtown Circuit Wire Phase II	EL21.13		105,084				105,084
Electric Back Yard Machine	ELYR.TBD				150,000		150,000
<b>Public Works - Electric Total</b>		<b>91,309</b>	<b>934,546</b>		<b>150,000</b>		<b>1,175,855</b>

### Public Works - Special Highway

Street, Curb, & Gutter Program	SH	344,000	344,000	344,000	344,000		1,376,000
8th and Church Street Reconstruction	SH20.31	186,955					186,955
9th and Church Street Reconstruction	SH20.32	187,178					187,178
12th Street Improvements	SHYR.TBD				3,180,000		3,180,000
9th St. Bridge Repair	SHYR.TBD1				412,000		412,000
<b>Public Works - Special Highway Total</b>		<b>718,133</b>	<b>344,000</b>	<b>344,000</b>	<b>3,936,000</b>		<b>5,342,133</b>

### Public Works - Storm Drainage

City-Wide Storm Drainage Improvements	SDYR.TBD	35,000	35,000	35,000	35,000		140,000
<b>Public Works - Storm Drainage Total</b>		<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>		<b>140,000</b>

### Public Works - Wastewater

Wastewater Pipe Acoustic Testing	WWYR.TBD				1		1
Sewer Pipe Inspection Software	WWYR.TBD1				15,000		15,000
Phosphorus Improvements	WWYR.TBD16		59,100	378,900			438,000
Grit Upgrades	WWYR.TBD17		164,600	671,175			835,775
Wastewater Office Work Stations	WWYR.TBD2				6,710		6,710
Collection System Upgrades-Pipeline Rehabilitation	WWYR.TBD4		677,700	535,100	270,200	628,300	2,111,300
Whole System CCTV Evaluation & Flow Monitoring	WWYR.TBD5					276,800	276,800

Department	Project #	2020	2021	2022	2023	2024	Total
Pump Station Peach Street	WWYR.TBD7		176,800				176,800
Pump Station Intech	WWYR.TBD8		183,900				183,900
Pump Station Meadowlark	WWYR.TBD9				198,900		198,900
<b>Public Works - Wastewater Total</b>			<b>1,262,100</b>	<b>1,585,175</b>	<b>490,811</b>	<b>905,100</b>	<b>4,243,186</b>
<b>Public Works - Water</b>							
Filter Valve Replacement Program	WT17.36	40,000					40,000
Water Supply Improvements	WTYR.TBD					692,000	692,000
Water Treatment Plant Short Term Repairs	WTYR.TBD1					3,233,000	3,233,000
Filters Bead Blast & Paint	WTYR.TBD10				1		1
Water Basins (clarifiers) Bead Blast & Paint	WTYR.TBD11				47,500	47,500	95,000
Water Treatment Expansion	WTYR.TBD2					2,553,000	2,553,000
New Water Treatment Plant	WTYR.TBD3					11,326,000	11,326,000
Proposed Distribution System Improvements	WTYR.TBD4					75,600	75,600
Replace Transfer Pump #3	WTYR.TBD5				29,000		29,000
Filter PLC Replacement	WTYR.TBD6				43,000		43,000
Water Plant Work Stations	WTYR.TBD7				11,110		11,110
Water Pipe Bead Blast & Paint	WTYR.TBD9				35,000		35,000
<b>Public Works - Water Total</b>		<b>40,000</b>			<b>165,611</b>	<b>17,927,100</b>	<b>18,132,711</b>
<b>GRAND TOTAL</b>		<b>5,840,109</b>	<b>2,915,867</b>	<b>2,227,890</b>	<b>5,782,577</b>	<b>18,977,202</b>	<b>35,743,645</b>



## Agenda Statement

**Date:** February 24, 2020  
**To:** Mayor and City Commission  
**From:** Planning Commission  
**Re:** Consider Ordinance 1107 amending TABLE 1: PROPERTY RESTRICTIONS. Zoning Districts RS- Residential Single Family and RT- Residential Two-Family or Duplex, Single Frontage lot – Rear Setbacks

### Background:

On February 5, 2020, the Planning Commission held a public hearing to consider a possible text amendment to the zoning regulations regarding open space requirements for dwellings, minimum lot width, depth, size, height and setbacks for all zoning districts, as regulated by TABLE 1: PROPERTY RESTRICTIONS.

This public hearing was set following a citizen's request for a formal evaluation of whether the current rear setbacks in the RS – Residential Single-Family zoning district are too restrictive. Following review of this matter and research of the rear residential setbacks of benchmarking communities, staff concluded that the rear yard setback for a single frontage lot in the RS – Residential Single-Family District is not out of line with those of benchmark cities<sup>1</sup>; however, nor would a potential reduction of the setback be out of line. Further, staff recommends that *if* the rear setback in the RS District is modified, that the RT (Residential Two-Family or Duplex) zoning district be made consistent with the RS District (i.e. If you change one, change both). (Currently, the only inconsistent setback between these two districts is the rear setback.)

After consideration of this matter, the Planning Commission ultimately voted to recommend to the City Commission the approval of a text amendment to the City of Eudora Zoning Regulations TABLE 1: PROPERTY RESTRICTIONS. The RS – Residential Single-Family and the RT – Residential Two-Family Districts Single Frontage Lots' Rear Setbacks to be changed from 30 and 25 feet respectively to 20 feet.

The February 5<sup>th</sup> Planning Commission meeting packet materials for this item are attached for your reference.

### Staff Comments/Recommendations

By state statute<sup>2</sup>, the City Commission may choose any one of the following courses of action on this item:

- a. Adopt, by ordinance, the Planning Commission's recommendation to amend the zoning regulations;

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<sup>1</sup> The Codes Office uses a static list of neighboring and peer cities when conducting research related to building codes and zoning regulations.

<sup>2</sup> K.S.A. 12-757.

- b. Override, by a 2/3 majority, the Planning Commission's recommendation to amend the zoning regulations; or
- c. Return such recommendation to the Planning Commission with a statement specifying the basis for the City Commission's failure to approve or disapprove such amendment.

**Budget impact** – N/A

**City Manager Approval** – N/A

*Possible Commission Action:*

- a. I move the City Commission approve the recommendation of the Planning Commission and amend the City of Eudora Zoning Regulations TABLE 1: PROPERTY RESTRICTIONS by way of Ordinance 1107.
- b. I move the City Commission override the recommendation of the Planning Commission and deny amendment of the City of Eudora Zoning Regulations TABLE 1: PROPERTY RESTRICTIONS, change of The RS – Residential Single-Family and the RT – Residential Two-Family Districts Single Frontage Lots' Rear Setbacks from 30 and 25 feet respectively to 20 feet.
- c. I move the City Commission return, to that body, the recommendation of the Planning Commission to amend the City of Eudora Zoning Regulations TABLE 1: PROPERTY RESTRICTIONS, change of The RS – Residential Single-Family and the RT – Residential Two-Family Districts Single Frontage Lots' Rear Setbacks on the following specific basis: \_\_\_\_\_.



## Staff Report

**TO:** City of Eudora City Commission  
**FROM:** City of Eudora Planning and Zoning Department  
**SUBJECT:** Amending TABLE 1: PROPERTY RESTRICTIONS. Zoning Districts RS- Residential Single Family and RT- Residential Two-Family or Duplex, Single Frontage lot - Rear Setbacks  
**MEETING:** 24 February 2020

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### Background

The RS – Residential Single-family District is the most restrictive residential district. The principal use of land is for single-family dwellings. Attractiveness, order and efficiency is encouraged by providing adequate light, air and open space for dwellings through consideration of the proper functional relationship of each element.

Open space requirements for dwellings, minimum lot width, depth, size, height and setbacks for all zoning districts are regulated by TABLE 1: PROPERTY RESTRICTIONS.

The 30-foot rear yard setback for a Single Frontage Lot in the RS district has been questioned as to whether it is too restrictive. The area of the backyard is commonly the largest area of a lot, and the area where most residential additions are proposed to be constructed. Homeowners are unable to obtain a City building permit to enlarge their residences, add a covered porch or deck or make other improvements if it infringes on the setback, which could possibly impact a homeowner's range of options when considering reinvestment in their property that may increase the value of their property.

Staff has researched the rear yard setback requirements of other cities (see table below) and discussed this issue with several Eudora homebuilders.

Residential Rear Setback					
<b>Baldwin</b>			<b>Lenexa</b>		
RS		20'	RS		20'
<b>Basehor</b>			<b>Olathe</b>		
RS		30'	RS - 3,000 > Sq. Ft.		10'
<b>Bonner</b>			RS - 5,000 > Sq. Ft.		16'
RS		25'	RS - 7,000 > Sq. Ft.		25'
<b>DeSoto</b>			<b>Paola</b>		
Older Area		20'	RS		25'
RS		30'	<b>Shawnee</b>		
<b>Lawrence</b>			RS		30'
RS - 5,000 > Sq. Ft.		20'	<b>Tonganoxie</b>		
RS - 7,000 > Sq. Ft.		30'	RS		30'

## Staff Findings and Recommendation

Based on discussion and research, staff believes the rear yard setback for a single frontage lot in the RS – Residential Single-Family District is not out of line with those of benchmark cities<sup>1</sup>; however, nor would a potential reduction of the setback be out of line.

For purposes of Planning Commission discussion and consideration, staff does request that *if the Planning Commission chooses to amend the property setback restrictions*, that two conditions be taken into consideration:

1. That the rear setback not be reduced by more than 10' (amended to reflect a 20' rear setback)
2. That the rear setback in the RS District and RT (Residential Two-Family or Duplex) zoning district be made consistent with one another (i.e. If you change one, change both).

After further investigation, making the RS and RT zoning districts consistent with one another could reduce confusion among some builders since these two zoning districts are similar in character and nature with one another and so have, in the past, been expected by builders to have consistent setbacks. In fact, currently the only inconsistent setback for these two districts is the rear setback.

TABLE 1: PROPERTY RESTRICTIONS. The RS – Residential Single-Family and the RT – Residential Two-Family Districts - Single Frontage Lots' Rear Setbacks to be changed from 30 and 25 feet respectively to 20 feet.

Zoning Districts	Lot Area Minimum (Square Feet)	Lot Width at Front Building Line Minimum (feet)	Lot Depth Minimum (feet)	Front	Rear		Side Yards, Minimum (feet)		Height Maximum (b)	
					Single Frontage Lot	Double Frontage Lot	Interior	Exterior (Corner Lot)	Stories	Feet
RA – Residential Agriculture	40 acres	330	330	50	50	50	20	25	2	35
RS – Residential Single-Family	7,000	60	100	25	<del>30</del> 20	25	10	25	2	35
RT – Residential Two-Family or Duplex	3,750 per dwelling unit	60	100	25	<del>25</del> 20	25	10	25	2	35
RM – Residential Multifamily	2,000 per dwelling unit. One-acre minimum parcel size	50	100	20	20	20	10	20	3	45
RE – Residential Elderly Housing	5-acre site minimum; Minimum sq. ft. per dwelling unit: Single-family: 5,250 Duplex: 2,800 Multifamily: 1,500	60	100	25	30	25	10	25	3	45
C – Commercial	10,000	100	100	20	15	20	10	20	3	45
DC – Downtown Commercial	2,500	25	100	None	None	None	None	None	3	45
I – Industrial	25,000	50	100	25	15	25	10	25	3	45

<sup>1</sup> The Codes Office uses a static list of neighboring and peer cities when conducting research related to building codes and zoning regulations.

## **Potential Planning Commission Action**

*If the Planning Commission chooses to recommend amendment of the property restrictions related to rear setbacks to the City Commission, the following motion could be made:*

I move the Planning Commission recommend to the City Commission the approval of a text amendment to the City of Eudora Zoning Regulations TABLE 1: PROPERTY RESTRICTIONS. The RS – Residential Single-Family and the RT – Residential Two-Family Districts Single Frontage Lots' Rear Setbacks to be changed from 30 and 25 feet respectively to \_\_\_\_ feet.

*If the Planning Commission chooses to not recommend amendment of the property restrictions related to rear setbacks to the City Commission, the following motion could be made:*

I move the Planning Commission recommend to the City Commission the disapproval of a text amendment to the City of Eudora Zoning Regulations TABLE 1: PROPERTY RESTRICTIONS. The RS – Residential Single-Family and the RT – Residential Two-Family Districts Single Frontage Lots' Rear Setbacks to be changed from 30 and 25 feet respectively to \_\_\_\_ feet.

## **ORDINANCE 1107**

### **AN ORDINANCE AMENDING THE CITY OF EUDORA MUNICIPAL CODE OF ORDINANCES CHAPTER 16, ZONING REGULATIONS TO UPDATE TABLE 1: PROPERTY RESTRICTIONS AMENDING REAR SETBACK REQUIREMENTS FOR RS – RESIDENTIAL SINGLE-FAMILY AND RT – RESIDENTIAL TWO-FAMILY OR DUPLEX ZONING DISTRICTS.**

**WHEREAS**, the City of Eudora has adopted a zoning code as set forth in Chapter 16, Zoning District Regulations, of the City's Municipal Code to, among other purposes, effectuate the City's comprehensive plan and to regulate individual property use by establishing use districts, building site requirements, and setback, density, parking and height regulations; and

**WHEREAS**, a public hearing was held on February 5, 2020, pursuant to law, before the Planning Commission of the City of Eudora, Kansas and the Planning Commission voted 4-0 to recommend amendment of certain setback requirements in Table 1: Property Restrictions.

**WHEREAS**, the recommendation of said Planning Commission was acted upon by the Governing Body of the City of Eudora, Kansas, by amending the Zoning Regulations Table 1: Property Restrictions, as required by law.

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF EUDORA, DOUGLAS COUNTY, KANSAS:**

**SECTION I.** That Appendix C of the Zoning Regulations: Table 1: Property Restrictions is hereby amended by the modification of the required rear setback of a single frontage lot in RS – Residential Single-Family and RT- Residential Two-Family or Duplex to twenty (20) feet.

**SECTION II.** That all other ordinances and resolutions, or parts thereof, in conflict with the provisions of this ordinance, are, to the extent of such conflict, expressly repealed.

**SECTION III.** This ordinance shall be in full force and effect from and after its adoption and publication as provided by law.

**PASSED AND APPROVED** this 24<sup>th</sup> day of February, 2020, by the Governing Body of the City of Eudora, Kansas, as provided by law.

APPROVED:

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Tim Reazin  
Mayor

ATTEST:

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Pam Schmeck  
City Clerk



## City of Eudora, Kansas

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*City Manager's Office*

### **Agenda Statement**

**To:** Mayor and Commissioners

**From:** Jeffery Rhodes, City Management Fellow

**Date:** Monday, February 24, 2020

**Re:** Resolution 2020-02: A Resolution Outlining Adoption, Donation, and Sponsorship of City Property

#### **Background**

The City of Eudora does not currently have a formal policy defining the adoption, donation, or sponsorship of city property. Resolution 2020-02 establishes the policy for individuals, groups, and organizations to adopt city property, donate money to pay for city property, and sponsor existing or planned city property. The resolution seeks to establish a policy, provide guidance, and outline procedures for the city to manage donations, adoptions, and sponsorship of city property through an effective and efficient process managed by the Parks and Recreation Department.

**Budget Impact – N/A**

**City Manager Approval – N/A**

#### **Recommended Commission Action**

*Suggested Motion:* I move that the City Commission approve Resolution 2020-02 – a resolution establishing a policy, guidelines, and procedures for the adoption, donation, and sponsorship of city property.

## **RESOLUTION 2020-02**

### **A RESOLUTION ESTABLISHING POLICIES RELATING TO THE ADOPTION, DONATION, OR SPONSORSHIP OF PROPERTY IN THE CITY OF EUDORA, KANSAS.**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EUDORA, DOUGLAS COUNTY, KANSAS:**

#### **SECTION I: Definitions**

For the purposes of this Resolution, the following words and phrases shall have the meaning given herein.

“City” – Means the City of Eudora, Kansas.

“City Property” – Means property and belongings, inclusive of land and buildings, that are owned and maintained by the City of Eudora, Kansas.

#### **SECTION II: Adoption, Donation, or Sponsorship of City Property**

##### **A. Guidelines for Adoption, Donation, or Sponsorship of City Property**

- i. The City of Eudora may, through its city departments, accept applications from individuals, groups, and organizations for the adoption, donation, or sponsorship of property owned and maintained by the city.
- ii. The Parks and Recreation Department shall review and make a decision on all submitted applications for the adoption, donation, or sponsorship of city property. Any applications for adoption, donation, or sponsorship of city property deemed unique or significant shall be brought before the City Commission for review and consideration, including:
  1. Adoptions, donations, or sponsorship of cash, personal property and fixtures having an estimated fair market value of \$5,000 or less, including the cost of installation and accompanying plaque (if applicable), approved by the Parks and Recreation Department.
  2. Adoptions, Donations, or Sponsorships of cash, personal property and fixtures valued at more than \$5,000, and donations of real property, shall be accepted by the City of Eudora and reviewed by the City Commission and City Manager.
  3. In these cases, The Director shall forward his/her recommendation to the City Commission for consideration at its next regularly scheduled meeting. The Commission may accept, reject or modify the Director's decision. Either the Director or the Donor may appeal the Commission's decision by submitting a written appeal to the mayor within five business days of the Commission's decision. The appeal shall be deemed submitted upon being postmarked, if mailed, or upon being presented to the city clerk, if hand-delivered. Email submissions shall not be accepted. The mayor may affirm the Commission's decision without a hearing, in which case the mayor's decision shall be final; or the mayor may set the appeal for review and consideration by the Commission. The mayor shall communicate his/her decision to the Donor in writing as soon as practicable.

- iii. All submitted applications must meet or exceed the guidelines and procedures established in the City of Eudora's Adoption, Donation, and Sponsorship Policy.
- iv. Upon receiving a written proposal, the Director shall determine whether the proposed item is appropriate for placement, installation or construction on city property. In making this determination, the Director shall consider:
  - 1. The type and value of the item(s);
  - 2. The needs of the city;
  - 3. The proposed location;
  - 4. The cost of installation and maintenance; and
  - 5. Any other relevant factors.
- v. Applications for adoption, donation, and sponsorship will be accepted year-round. The Parks and Recreation Department will work with appropriate partner departments, respond to applicants in writing regarding the status of their application; and, upon approval, the timeline for installation.
- vi. Approved applications will be publicly acknowledged within a year via a letter of appreciation and an invitation to the annual recognition observance.
- vii. The Parks and Recreation Department, the City Clerk, and the City's Budget Officer, shall keep and maintain records that ensure proper identification, accounting, location, and status of all adoptions, donations, and sponsorships of city property.

**B. Property Eligible for Adoption, Donation, or Sponsorship**

- i. Individuals, Groups, and Organizations may adopt existing property, donate the resources for new property, and sponsor city owned property defined in this resolution:
  - 1. Benches, trees, and structures, existing and planned, located on property owned or maintained by the City of Eudora.
  - 2. From time to time, the City Commission may amend this list to respond to the needs of the community.

**Section III: Terms and Conditions of Adoption, Donation, or Sponsorship of City Property**

**A. Terms and Conditions**

- i. Adoption, Donation, and Sponsorship of city property must be consistent with the mission, policies, and goals of the City of Eudora and the Parks and Recreation Master Plan; and not be limited by any special restrictions, imposed budgetary obligations, or increased maintenance costs or responsibilities to the city.
- ii. The City of Eudora is in no way obligated to replace any adopted, donated, or sponsored city property in the event of theft, vandalism, damage, or destruction by any person or in the event of damage or destruction by flood, fire, or other natural event or disaster.
- iii. No donation shall be accepted if acceptance will imperil the tax-exempt status of any city property.

- iv. Any property, including plaques, donated and accepted pursuant to this policy may later be relocated or altered if the Commission determines it is in the city's best interests to do so. In this event, the city will attempt to notify the Donor at his or her last known address, via the Parks and Recreation Director and/or City Clerk.
- v. The city may accept applications to adopt existing city-owned property or fixtures at rates less than the cost of acquiring and installing new property or fixtures as established by the city in the Master Fee Schedule.
- vi. All donations will be maintained and/or replaced by the city for a period of 20 years. Following 20 years, the donation may be renewed by the donor at the then current rate, as determined by the governing body from time to time.
- vii. The City of Eudora is in no way obligated to replace any adopted, donated, or sponsored city property in the event of theft, vandalism, damage, or destruction by any person or in the event of damage or destruction by flood, fire, or other natural event or disaster.

**B. Exclusions**

- A. Donation, Adoption, or Sponsorship associated with:
  - o Tobacco, drugs, or alcohol
  - o political candidates
  - o adjudicated felon
  - o individuals, groups or private entities that have profane, discriminatory or derogatory names relating to age, race, religion, creed, national origin, sex, race, marital status, disability, sexual orientation, political affiliation or other similar categories
- B. Additional criteria may be added, from time to time, to this list by the city.

**Section IV: Related Policies and Documents**

- 1. Eudora City Code – Chapter XII – Public Property; Article 2: Parks & Recreation
- 2. City of Eudora, Parks and Recreation Master Plan
- 3. City of Eudora Comprehensive Plan 2020

**APPROVED:**

By: \_\_\_\_\_

Tim Reazin, Mayor

**ATTEST:**

\_\_\_\_\_  
Pam Schmeck, City Clerk



## City of Eudora, Kansas

*Public Works Office*

### Agenda Statement

**To:** Mayor and Commissioners  
**From:** Eldon Brown, Electric Supervisor  
**Date:** Thursday, February 20, 2020  
**Re:** Consider the Purchase of an Altec Digger Truck

#### Background

During the 2020 budget process, the City Commission allocated funds for the purchase of an Altec 55 ft. digger truck. The annual inspection of our existing 1999 Digger Truck revealed there were \$9,000.00 in repairs required to pass the inspection.

Following the Commission budget approval, staff solicited bids for a new digger truck with the intention of selling the 1999 digger truck as the initial down payment. Staff received a bid for a new digger truck from Altec Industries for \$303,538.00, which is under the original estimate of \$327,000.00.<sup>1</sup> Following the receipt of the bid, staff reached out to Altec (the equipment manufacturer), Kaw Valley Bank, and Central Bank of the Midwest to secure the best financing option.

Lending Institution	Interest Rate	Est. Annual Payment
Kaw Valley Bank	3.75%	\$72,938
Central Bank of the Midwest	3.13%	\$71,668
Altec Industries	4.99%	\$75,508

The 2020 budget accounted for a 5-year financing of \$327,000 at 3%. Staff recommends the City Commission approve the purchase of a 55 ft. Altec digger truck from Altec Industries and finance the acquisition through Central Bank of the Midwest.

**Budget Impact** – Funds to acquire this equipment were allocated in the 2020 budget.

**City Manager Approval** – N/A

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<sup>1</sup> Original bid did not include sales tax. Sales tax amount will need to be added to the total equipment purchase price. The City is required to pay sales tax on certain electric utility purchases.

**Recommended Commission Action**

*Suggested Motion: I move the City Commission approve the purchase of a 55 ft. Altec digger truck from Altec Industries in the amount not to exceed \$303,538 plus sales tax and authorize the City Manager to execute the respective bid from Altec and financing documents from Central Bank of the Midwest.*



## Agenda Statement

**To:** Mayor and City Commissioners  
**From:** Barack Matite, City Manager  
**Date:** Monday, February 24, 2020  
**Re:** Eudora Community Library Board Member Appointment

### Background

In 2019, Senate Bill (SB) 59 passed the Kansas Legislature and was signed by Governor Kelly thus creating the Eudora Community Library District Act. The bill allowed the City of Eudora to continue being part of the library district previously established by the City of Eudora and the Eudora Township.

Following the passage of SB 59, both the governing bodies of Eudora Township and City of Eudora adopted Resolution 2019-04. This was the joint resolution establishing the Eudora Community Library District to replace the Eudora Township Library Board. The resolution is attached for your review.

Per Resolution 2019-04, if there is a board vacancy position for an unexpired term on the Eudora Community Library Board, the City Commission shall fill that vacancy by appointing a qualified successor.

Eric Magette, Library Board President, informed Mayor Reazin and I that Lori Eisenhower resigned from the board. Amy Durkin has been recruited to fill Ms. Eisenhower's position and complete the remainder of her term. According to Mr. Magette, Ms. Durkin has been involved in the community and is well known and respected. He believes Ms. Durkin's experience and love for the community make her a good candidate for the appointment and requests the governing body appoint her to the Eudora Community Library District Board.

**Budget Impact** – N/A

**City Manager Approval** – N/A

### Recommended Commission Action:

*Suggested Motion:* I move the City Commission appoint Amy Durkin to the Eudora Community Library District Board.

## **RESOLUTION 2019-04**

### **A JOINT RESOLUTION ESTABLISHING THE EUDORA COMMUNITY LIBRARY DISTRICT TO REPLACE THE EUDORA TOWNSHIP LIBRARY BOARD.**

**WHEREAS**, the City of Eudora, Kansas (the "City"), and the Eudora Township (the "Township") have previously established the Eudora Township Public Library (the "Library") pursuant to the provisions of the township library act, K.S.A. 12-1218 *et seq.*, which Township Library has been maintained through the Eudora Township Public Library Board (the "Library Board");

**WHEREAS**, pursuant to K.S.A. 15-104, cities of the third class are a part of the corporate limits of the townships in which they are situated, whereas pursuant to K.S.A. 80-1404, cities of the first and second classes are excluded from townships;

**WHEREAS**, at the time the Library was established, the City was a city of the third class, but, in 2011, became a city of the second class and, therefore, is no longer considered within the corporate limits of the Township, such that the status of the Library became unclear;

**WHEREAS**, in 2019, the Kansas Legislature passed, and the Kansas Governor approved, Senate Bill No. 59, known as the Eudora Community Library District Act (the "Act"); and

**WHEREAS**, this joint resolution is made pursuant to the provisions of the Act in order to establish the Eudora Community Library District (the "District").

**NOW, THEREFORE, BE IT JOINTLY RESOLVED BY THE GOVERNING BODY OF THE CITY OF EUDORA, KANSAS, AND BY THE EUDORA TOWNSHIP BOARD, AS FOLLOWS:**

**Section 1.** The above recitals are incorporated by reference as if fully set forth herein.

**Section 2.** The City and the Township, pursuant to the Act, hereby create and establish the District. The District shall mean and include all territory located within the boundaries of the City and the Township.

**Section 3.** The District shall be governed by a library district board (the "District Board"). The District Board shall replace the existing Library Board. The District shall maintain the Library at the discretion of the District Board.

**Section 4.** The District Board shall consist of five (5) directors who shall be qualified voters of the District; provided, that those appointed members of the Library Board shall continue in their offices as directors of the District Board through their respective terms as would have been in effect for the Library Board, and until their successors are qualified as provided herein.

(a) As to the one (1) District Board director whose appointed term expired in 2019, as soon as reasonably practicable after the date of this Joint Resolution, the City Commission of Eudora, Kansas, shall appoint one (1) director who shall serve for a term expiring upon qualification of such director's successor as provided herein. As to the one (1) District Board director whose appointed term expires in 2020, such director shall continue in his or her office, and his or her term shall be deemed extended, until his or her successor to such office is qualified as provided herein.

(b) On the first Tuesday in November 2020, there shall be elected two (2) District Board directors to replace those two (2) appointed directors, and the two (2) candidates for District Board director receiving the highest votes shall be declared elected for a term of four (4) years each, with their terms to commence on the second Monday of January 2021. Notwithstanding the foregoing, a vacancy in either of such two (2) appointed positions on the District Board prior to expiration of the such appointed terms, and prior to qualification of the successors as described in this subsection, shall be filled by appointment for the unexpired terms by the City Commission of Eudora, Kansas.

(c) As to those three (3) District Board directors whose appointed terms expire in 2022, such directors shall continue in their offices, and their terms shall be deemed extended, until their respective successors to such offices are qualified as provided herein. On the first Tuesday in November 2022, there shall be elected three (3) District Board directors to replace those three (3) appointed directors, and the three (3) candidates for District Board director receiving the highest votes shall be declared elected for a term of four (4) years each, with their terms to commence on the second Monday of January 2023. Notwithstanding the foregoing, if there is a vacancy in any of such three (3) appointed positions on the District Board prior to expiration of the such appointed terms, and prior to qualification of the successors as described in this subsection, such vacancy shall be filled as follows:

(A) The first vacancy shall be filled by appointment for the unexpired term by the City Commission of Eudora, Kansas;

(B) The second and third vacancies shall be filled by appointment for the unexpired terms by the Eudora Township;

(C) Provided, that if there is a subsequent vacancy in a position previously vacated prior to expiration of such appointed term, and then filled, the subsequent vacancy shall be filled by appointment for the remainder of the unexpired appointed term by that of the governing bodies that filled the vacancy initially.

**Section 5.** After elections as provided in Section 4 above, directors shall continue thereafter to be elected for terms of four (4) years each, staggered such that two (2) directors are elected in 2024 and every four (4) years thereafter, and that three (3) directors are elected in 2026 and every four (4) years thereafter. Elections shall be held on the first Tuesday in November, with terms to commence on the second Monday of January following such election, and expiring on the second Monday of January of the fourth year following the commencement of such terms. Elections shall otherwise be held at such times, and in the same manner, as regular general elections for the City Commission of Eudora, Kansas.

**Section 6.** Except as provided in Section 4 above, vacancies in the District Board accruing by death, removal, resignation or otherwise shall be filled for the unexpired term by appointment made by the chairperson of the District Board, by and with the endorsement and approval of a majority of the remaining directors, and shall be for the unexpired term in like manner as the original elections.

**Section 7.** Directors serving on the District Board shall receive no compensation but shall be reimbursed for their actual and necessary expenses in attending meetings and in carrying out their duties as directors.

**Section 8.** The District and the District Board shall otherwise operate as provided in the Act, as amended.

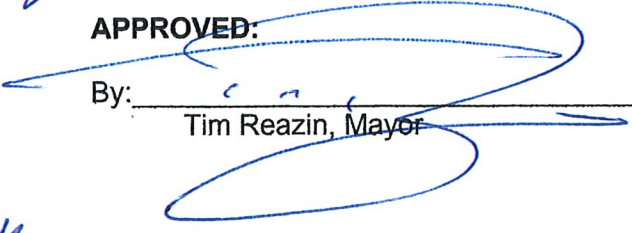
**Section 9.** This Joint Resolution shall take effect upon adoption by the governing bodies of the City and the Township. A copy of this Joint Resolution shall be filed with County Clerk of Douglas County, Kansas.

*[Signature Pages Follow Directly]*

**CITY OF EUDORA, KANSAS**

Adopted this 13<sup>th</sup> day of May 2019, by the governing body of the City of Eudora, Kansas.

**APPROVED:**

By:   
Tim Reazin, Mayor

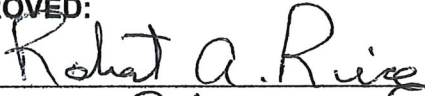
**ATTEST:**

  
Pam Schmeck, City Clerk


**EUDORA TOWNSHIP**

Adopted this 2<sup>nd</sup> day of July 2019, by the governing body of the Eudora Township.

**APPROVED:**

By:   
Printed Name: Robert A. Rice  
Title: Township Trustee

**ATTEST:**

By:   
Printed Name: Keith Knabe  
Title: clerk

## **Memorandum**

**To:** Mayor and City Commission  
**From:** Leslie Herring, Assistant City Manager  
Branden Boyd, Public Works Director  
Sally Pennington, Parks & Recreation Director  
**Date:** February 24, 2020  
**Re:** 2020 Capital Projects and Purchases: Public Works & Parks & Recreation

### **Background**

During this work session, staff will present the capital projects and purchases planned for 2020. The projects identified in this presentation represent the 2020 scheduled expenditures identified in the Capital Improvement Plan (CIP) adopted by the City Commission in August 2019, as well as recommended revisions to that CIP.

A proposed comprehensive update to the 5-year CIP has been created to include the projects identified in the 2019 water system study, wastewater system study, and electric system study. This draft updated CIP has been presented to the City Manager and will be presented to the City Commission during 2021 budget planning. The CIP draft will be revised prior to presentation to the City Commission to include the forthcoming pavement management report and stormwater system report findings.

This presentation is intended to be an overview, and staff will adhere to the City's adopted purchasing policy and, as such, will bring bids, contracts, and proposed precise funding sources to the City Commission where applicable.

### **Staff Comments/Recommendations**

#### *Parks & Recreation; Aquatics*

Most capital spending this year will be on construction of grant-funded bike/pedestrian trails at Bluejacket Park/12<sup>th</sup> & Winchester Rd. (80%/20% KDOT funding) and Lucy Kaegi Park (anticipated 80%/20% KDWP funding). Also planned is critical, deferred maintenance to the community swimming pool and the replacement of two mowers that are now beyond their useful life.

#### *Streets & Stormwater*

Attention this year will be paid to planning – conducting a pavement management report and a stormwater system study, and maintenance needs. Routine maintenance is planned for pothole filling city-wide, scheduled chip seal and curb replacement, scheduled mill & overlay section, and critical maintenance at Intech Business Park. Improvements on Church St. at 8<sup>th</sup> & 9<sup>th</sup> Streets, including sidewalk replacement will be included in the City's streets bid package this year as alternates and once the bids

are received, City staff will make a recommendation to the City Commission about how much and how to fund these deferred improvements in this older, heavily-traveled section of the community.

### *Electric*

City crews will focus this year on completing needed improvements at Hunter's Ridge and Intech Business Park. As in-house crews were focused last year on system maintenance, this year staff intends to contract-out this work so as to not overload the capacity of our staff to perform the maintenance and provide the level of service expected by residents.

### *Water*

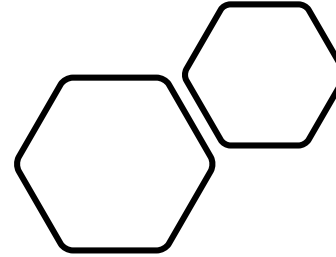
This year, the major water project will be the construction of the Winchester/14<sup>th</sup> St. waterline. Critical maintenance is also planned at the water treatment facility, including equipment replacement in the clarifiers and maintenance/replacement of valves, pipes, and filters.

### *Wastewater*

In early January of this year, an urgent need rose to the attention of the wastewater and public works staff which requires major investment in the influent pump station and the direct connection of the east interceptor to the treatment facility. This critical need was not identified in the recent wastewater system study and is currently being scoped and estimated by engineering firms. Once a scope and cost has been identified, staff will bring this emergent matter to the City Commission for an in-depth discussion to evaluate the problem and funding a solution.

Also planned for this year are critical maintenance needs at the wastewater treatment plant including replacement of the belts on the belt press and replacement of the diffusers in the south basin.

# 2020 Capital Projects



Parks & Recreation  
and

Public Works

Capital Improvement Plan –  
2020 Revised



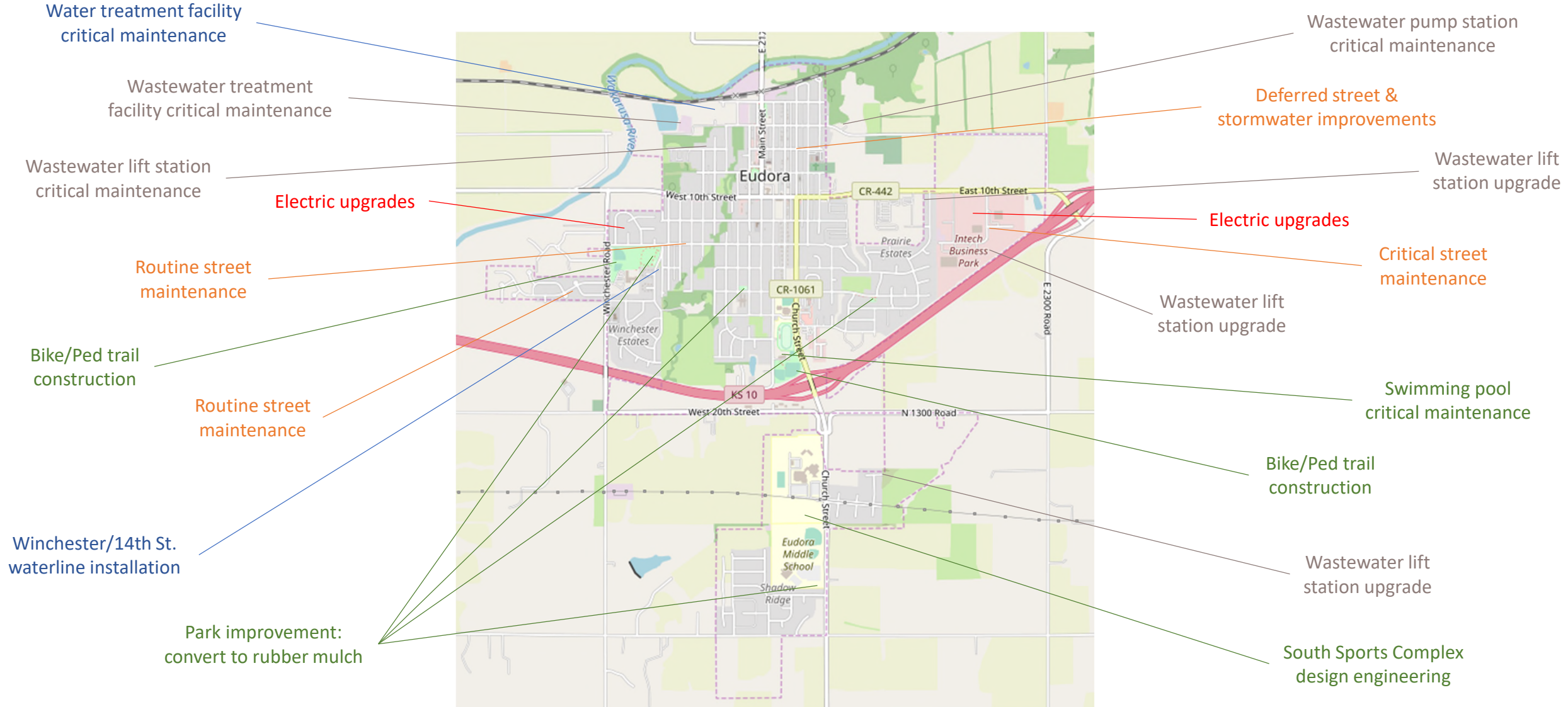
# Current Context

The projects identified in this presentation represent the 2020 scheduled expenditures identified in the Capital Improvement Plan (CIP) adopted by the City Commission in August 2019 and recommended revisions to that CIP.

A proposed comprehensive update to the 5-year CIP has been created to include the projects identified in the 2019 water system study, wastewater system study, and electric system study. This draft has been presented to the City Manager and will be presented to the City Commission during 2021 budget planning. This CIP update will be revised prior to presentation to the City Commission to include the forthcoming pavement management report and stormwater system report findings.

This presentation is intended to be an overview. Staff will adhere to the City's adopted purchasing policy and, as such, will bring bids, contracts, and proposed precise funding sources to the City Commission where applicable.

# Projects Summary



# Parks & Recreation

Parks & Recreation Projects - 2020					
Item		Q1	Q2	Q3	Q4
Recreation Facilities					
	South Sports Complex	Scope refinement and cost evaluation		Design engineering	
	Bluejacket Trail: Phase II	KDOT clearances	Project letting and construction initiation		Construction
	Lucy Kaegi Trail	KDWPT funding award announcements	Construction (contingent on funding award/Commission action)		
Aquatics					
	Swimming Pool Leak Repair	Perform work			
	Swimming Pool Resurfacing	Consider scope and contract and perform work			
Parks					
	Mulch Replacement (Wood to Rubber)(Abr. Still, Ash Co, Pas Fish, Bluejacket)		Consider scope and contract and perform work (contingent on Lucy Kaegi Trail decision)		
	Install Shade Sails - Paschal Fish	Secure partner funding	Purchase and installation		
Equipment					
	Mowers, 60" zero-turn (x 2)	Consider reallocation of funds and complete purchase			

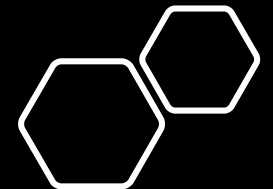
# Streets & Stormwater

Streets & Stormwater Projects - 2020					
Item		Q1	Q2	Q3	Q4
Routine/Planned Maintenance					
	City-wide Pot Hole Repair		Perform work		
	Pavement Marking		Perform work		
	Chip Seal - Section 5			Perform work	
	Curb Replacement - Section 5		Request bids	Execute contract	Perform work
	Street Sign Replacement		Order materials	Perform work	
	Overlay - Wakarusa Ridge Estates (Section E: I)		Request bids	Execute contract	Perform work
Deferred Maintenance					
	Church St. @ 8th & 9th Sts. (including sidewalk from 7th - 10th)		Request bids	Execute contract (dependent on bid acceptance)	Perform work
Critical Maintenance					
	Mill & Patch - Intech (Section E: II)		Perform work		
Studies/Planning					
	Pavement Management Report	Execute contract	Receive report		
	Stormwater System Study	Execute contract		Receive report	

Electric - 2020					
Item		Q1	Q2	Q3	Q4
Distribution System					
	Hunters Ridge System Upgrades		Create scope of contract work; bid contract	Perform work	
	Intech System Upgrades		Create scope of contract work; bid contract	Perform work	
Equipment					
	Altec 55' Digger Truck	Consider reallocation of funds and complete purchase			

# Electric

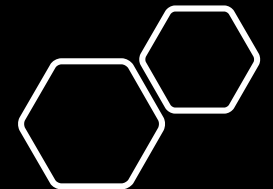
- System/Operational Impacts:
- Burying overhead lines to reduce outages based on weather and to improve safety
- Moving lines to within utility easements (Hunter's Ridge)
- Replacing lines nearing the end of their useful life
- Creating a backup system/redundancy to ensure continuity of operations for Intech businesses



Water Projects - 2020					
Item		Q1	Q2	Q3	Q4
Treatment Facility					
	Replace Center Bearings in Both Clarifiers		Purchase and install equipment		
	Replace All Remaining Valves in Water Treatment Facility			Purchase and install equipment	
	Sandblast and Paint All Filters, Valves, and Pipes in Water Treatment Facility			Create scope of contract work; bid contract	Perform work
Supply System					
	Winchester/14th St. Waterline Construction		Construction		

# Water

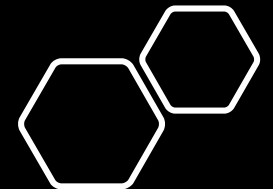
- System/Operational Impacts:
  - Facility repairs and equipment replacements necessary to keep treatment operations functioning
  - Waterline addition will improve water pressure for fire protection



Wastewater Projects - 2020					
Item		Q1	Q2	Q3	Q4
Treatment Facility					
	Belts for Belt Press	Purchase and install equipment			
	Replace South Basin Diffusers		Purchase and install equipment		
Collection System					
	Sonic start x 3 (Meadowlark, Peach, and Intech lift station)	Purchase equipment	Installation		
	Influent Station Pump Station Upgrades and East Interceptor Tie-in to Treatment Plant		Design	Create scope of contract work; bid contract	Perform work

# Wastewater

- System/Operational Impacts:
  - Routine maintenance at the treatment facility (belts)
  - South basin diffusers have reached the end of their useful life
  - Reduce false readings and lengthen useful life of lift stations (sonic starts)
  - Influent pump station is operating at only 60% efficiency and only 2 of 3 pumps are functioning; work needed to prevent catastrophic backups



# Equipment Summary

60" Zero-turn Mowers



55' Digger Truck (Electric)



Snow Plow and Spreader



324L – 4WD Loader



24" Milling Head



Utility vehicle



Single-drum roller compactor

